



From the  
Dean of Academic Services  
and the

Dean of Technical/Occupational Services

December 18, 1991

Vol. 2, No. 5

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MELINDA WHEELER  
THANKS FOR THE GOOD WORDS!!!

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A few weeks ago, Melinda Wheeler wrote a letter to the editor of The Tuscaloosa News for their "Portraits of West Alabama" series. We hope that you had a chance to read it.

In her letter, Melinda described Shelton State Community College as "one of my favorite places in Tuscaloosa County." Then, for about five column inches, she explained why.

In these days of proration and other troubles, it is good to be reminded of the positive experiences many of our students have. It is also heartwarming to have one of them take the time and make the effort to express her appreciation in such a singular way.

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CONGRATULATIONS, KIM!!

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KIM INMAN



1991  
MOST  
OUTSTANDING  
TECHNICAL  
COLLEGE

FACULTY MEMBER FOR THE ENTIRE  
ALABAMA COLLEGE SYSTEM

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FACULTY MAILBOXES  
ON FIFTEENTH STREET

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If you teach a class on the Fifteenth Street campus, you will have a faculty mailbox in the Administration Building on that campus. If you are employed through the Academic Services instructional division and/or teach a class on the Skyland campus, you will also have

a mailbox on that campus as well.



Be sure to check your mailboxes at both campus locations (if you have them) because some important information is disseminated by campus location. For example,

grade sheets are distributed by campus location. If you teach a course on the Fifteenth Street campus, the grade sheets for that course will be put in your mailbox on the Fifteenth Street campus. If you also teach a course on the Skyland campus, the grade sheets for that course will be put in your mailbox on the Skyland campus. Thus, in order to get grade sheets for all your classes, you must check both your mailboxes.

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A REMINDER RE:  
POSTING GRADES

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Grades MUST NOT be posted either by student name or social security number. In fact, it is really not a good idea to post grades at all. Instead, the best course action is to use some mechanism which informs each student individually and privately of his/her grade. If you insist on posting grades, you must develop and use some code that ensures absolute anonymity for each student.



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HAVE A HAPPY HOLIDAY SEASON







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BIBLIONEWS

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ALL TIME HIGH REACHED  
FOR RESERVE CIRCULATION  
AT SKYLAND CAMPUS

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The use of Reserve Services at the library on the Skyland Campus is at an all-time high.

A new means of tallying circulation for these items was developed last quarter and statistics are available for the last five weeks of Fall Quarter (roughly October 15-November 22). During this period, a minimum of 2,250 items were circulated through Reserve Services. This tally includes only those students who sign the check-out card. Many students pass reserve material to another student without checking it back in; thus, the actual circulation count would be higher.

Approximately one-third of the total number of Reserve circulation was articles on reserve for Les Rogers' history classes--totaling 717 items. On the other hand, one department with over 50 items on reserve had no (0) items to circulate.

At the end of Winter Quarter, faculty members will be given an account of Reserve circulation under their names and be asked to remove any items that do not circulate. Anyone who would like to see his/her Reserve circulation figures for October 15 through November 22 should contact Debbie Grimes.

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SCOTT STEPHENS EXHIBIT  
ON DISPLAY THROUGH END OF JANUARY

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Graphic artwork by University of Montevallo art professor Scott Stephens will be on exhibit in the library on the Skyland Campus through January 31. Stephens, who

has exhibited nationally and who has won several juried exhibition prizes, is a printmaker who combines a number of techniques--photography, painting, drawing, and printing--to make abstract compositions.

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DON BELL  
THANK YOU VERY MUCH

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For some time now, Don Bell has been keeping the announcement/bulletin boards on the Shelton State signs on both the Skyland and the Fifteenth Street Campus filled with timely and accurate information about the doings and goings on here at the College. This is an important responsibility and one which Don does quite well.

Since you don't notice the man who mans the announcement board until he makes a mistake, Don's success means that his is largely an invisible task. We do not want it to be a thankless one as well. Thus, this small note of recognition to tell Don how much we appreciate his top notch performance in this significant role.

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EXAM RESULTS GOOD AGAIN  
FOR SHELTON STATE  
REAL ESTATE STUDENTS

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Recently, we received the summary results of how Shelton State students who took the Alabama Real Estate Licensure Examination in the fall performed on that test. Twenty-two students took the exam, and seventeen (77.3 per cent) passed.

On the various subject areas of the exam, the mean score achieved by Shelton State students either met or exceed the mean scores for all students who took the exam.





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Real Estate Exam (cont.)

This was a fine performance by Shelton State students. Dr. C. Britt Turner IV is to be congratulated for preparing his charges so well.

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ADMINISTRATIVE  
NIGHT DUTY ROSTER  
FOR JANUARY

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January 6	Bob Hagler
January 7	Bill Hogue
January 8	Jim Hunter
January 9	Arthur Howington
January 13	Joan Kempster
January 14	Gil Kibler
January 15	Lucy Kubiszyn
January 16	Hugh Kynard
January 21	Bill Langston
January 22	Humphrey Lee
January 23	Robert Nix
January 27	Charles Payne
January 28	Mary Ann Pearson
January 29	Jim Purcell
January 30	Rick Rogers

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WELCOME  
NEW INSTRUCTOR  
FOR ADN PROGRAM

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Jacqueline C. Williams has been appointed to the faculty of Shelton State Community College as a full-time instructor in the Associate Degree Nursing Program. Ms. Williams joins the Shelton State staff as a part of College efforts to implement the new two-year generic ADN curriculum which received final approval from the Alabama Commission on Higher Education earlier this year. The first class in that generic ADN program began this Winter Quarter.

Ms. Williams received her diploma in nursing in 1971 from Howard University in Washington, D.C.; her Bachelor of Science in Nursing in 1981 from Jacksonville State University, and her Master of

Science in Nursing from the University of Alabama at Birmingham in 1983.

Since 1987, Ms. Williams has been employed by West Alabama Health Services Inc. in Eutaw, Alabama, where she served as Special Programs Director and Clinical Nurse Coordinator just prior to accepting the position here at Shelton State.

Among her other previous employment, Ms. Williams has been a clinical instructor for the Capstone College of Nursing at the University of Alabama and a medical/surgical nurse at the DCH Regional Medical Center.

We are pleased and proud that Ms. Williams has joined our staff. She brings a lot and will add a lot to the fine faculty of that outstanding program.

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NISOD CONFERENCE  
ATTENDEES ANNOUNCED

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Dean Howington and Dean Kynard, in cooperation with the Faculty Development Committee of Activity IV of our current Title III project, have selected the individuals listed below to attend the 1992 International Conference on Teaching Excellence sponsored by The National Institute for Staff and Organizational Development (NISOD).

The conference, which is a part of the Fourteenth Annual Celebration of Teaching Excellence, will be May 24-27, 1992, in Austin, Texas.

SELECTED TO ATTEND  
THE NISOD CONFERENCE

Camille Cochrane  
Debrah Fisher  
Kim Inman  
Sonny Logan  
Evelyn Mettee





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NISOD CONFERENCE (continued):

In addition, Jim Jolly will be attending the NISOD conference. He was granted Title III funds in the during the Fall but was unable to trip for which those funds were designated, and, according to precedent, the Committee allowed him to transfer that money to another conference. Also, Jim and Evelyn are planning to make a presentation at the NISOD gathering.

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PROFESSIONAL DEVELOPMENT:  
MID-YEAR REVIEW  
TO BE CONDUCTED DURING JANUARY  
FOR ACADEMIC SERVICES FACULTY

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New Feature Added

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During the month of January 1992, Dean Howington will conduct a mid-year review of each the progress each full-time faculty member in the Academic Services Division is making toward achieving the goals and objectives established in his/her annual Professional Development Plan.

Dean Howington has done this type of mid-year review for the past two years.

There will be one new feature added this year. In addition to reviewing progress toward the professional development targets, Dean Howington will ask each faculty member to describe how his/she uses the results of the Student Opinion Surveys to improve instruction in his/her classes.

The purpose of this exercise is to document for SACS that the faculty is, in fact, using the results of the Student Opinion Survey in their continuing efforts to improve instruction in their classes.

Each faculty member should be prepared to address this matter specifically.

One example for reference: in the past two quarters, Dean Howington has gotten fairly miserable numbers on the Student Opinion item about getting to class on time. This quarter, he is taking steps and pains to correct this failure.

Something like this--simply documenting the fact that the effort is being made to improve and later some documentation of the results--is what SACS wants us to be doing.

If you have any questions regarding this new feature of the mid-year Professional Development Plan review, please contact Dean Howington directly.

Also, please contact Betty Walker to schedule your meeting with Dean Howington for the mid-year Professional Development Plan review interview.

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